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CIA ARCHIVES AND RECORDS CENTER MONTHLY STATISTICAL SUMMARY

ACCESSIONING, DISPOSITION, HOLDINGS

ACTIVITY (Items 2 through 18 in cubic feet)	REPORTING PERIOD	FISCAL YEAR TO DATE	ESTABLISH TO DATE
1. ACCESSION JOBS (Number)	93	1,071	
2. RECORDS ACCESSIONED	831	831	125,670
3. RECORDS DISPOSED OF AT CENTER	360	360	24,600
4. RECORDS TRANSFERRED FROM CENTER	22	22	33,152
5. RECORDS HOLDINGS	67,918		
6. INTELLIGENCE REPORTS RECEIVED	307	307	63,545
7. INTELLIGENCE REPORTS DISPOSED OF AT CENTER	59	59	26,970
8. INTELLIGENCE REPORTS TRANSFERRED FROM CENTER	146	146	14,712
9. INTELLIGENCE REPORTS HOLDINGS	21,863		
10. VITAL RECORDS RECEIVED	73	73	17,951
11. VITAL RECORDS DISPOSED OF AT CENTER	17	17	4,532
12. VITAL RECORDS TRANSFERRED FROM CENTER	7	7	4,572
13. VITAL RECORDS HOLDINGS	8,847		
14. ARCHIVES ACCESSIONED	13	13	7,538
15. ARCHIVES DISPOSED OF AT CENTER	5	5	283
16. ARCHIVES TRANSFERRED FROM CENTER	0	0	902
17. ARCHIVES HOLDINGS	6,353		
18. TOTAL HOLDINGS	104,981		

REFERENCE SERVICES

SERVICE (Number)	REPORTING PERIOD	FISCAL YEAR TO DATE	ESTABLISH TO DATE
19. RECORD DOCUMENTS LOANED	5,606	5,606	781,451
20. INFORMATIONAL REQUESTS	752	752	45,319
21. <u>Archival Documents</u>	153	153	
22. INTELLIGENCE REPORTS	3,948	3,948	
23. VITAL RECORDS	286	286	
24. TOTAL	10,745	10,745	
25. NO. OF PAGES REPRODUCED	924	924	

ITEMS RECEIVED

ITEMS (Number)	REPORTING PERIOD	FISCAL YEAR TO DATE	
26. INTELLIGENCE REPORTS	98,775	98,775	
A. INITIAL RECEIPT	97,516	97,516	
B. RETURNS	1,259	1,259	
27. <u>Archival Documents</u>	1,890	1,890	
28. VITAL RECORDS	1,654	1,654	
29. TOTAL	102,319	102,319	

SHELVING UTILIZATION

SPACE (Cubic feet)	REPORTING PERIOD	
30. TOTAL CAPACITY	132,202	
31. UTILIZED	84,826	
32. COMMITTED	20,155	
33. AVAILABLE	27,221	

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